

CHAPTER 1

GENERAL

1-1. Purpose and Applicability

a. This Regulation implements DoD Directive 4500.36, (reference (a)) by delineating authorities and responsibilities and prescribing policies and procedures concerning DoD-owned or otherwise controlled motor vehicles (hereafter referred to as "motor vehicles" or "DoD motor vehicles") .

b. Terms used in this Regulation that are **peculiar** to motor vehicle operations and maintenance are defined in Appendix D.

c. In the National Capital Region (NCR), DoD Instruction **4515.7** (reference (b)) takes precedence. For functions not covered in reference (b), this Regulation applies.

d. Within this Regulation, any reference to the United States includes the 50 States, U.S. Territories, the Commonwealth of Puerto Rico, and the District of Columbia.

1-2. Responsibilities

a. The Deputy Under Secretary of Defense (Logistics). The Deputy Under Secretary of Defense (Logistics) shall provide necessary policy guidance to DoD Components concerning the acquisition, use, maintenance, reporting, and disposition of motor vehicles.

b. The Comptroller of the Department of Defense shall:

(1) Provide necessary guidance to the DoD Components on programming, budget, and financial accounting for motor vehicles.

(2) In coordination with the Under Secretary of Defense for Personnel and Readiness annually provide necessary guidance to all personnel receiving domicile-to-duty transportation concerning valuation of this benefit for personal income tax purposes and ensure Defense Finance and Accounting Service (**DFAS**) is provided **compensation** information needed for w-2 preparation for these individuals.

c. The Secretary of the Air Force shall:

(1) Evaluate and coordinate proposed revisions to this Regulation developed internally or received from other DoD Components, and furnish a **COPY** of all revision proposals to the **DUSD(L)**. This responsibility includes resolving, where possible, those issues concerning procedural matters not affecting policy.

(2) "Publish and distribute approved changes to this Regulation.

e. The Heads of the DoD Components shall:

(1) Forward suggested changes of policies and procedures to Headquarters, **USAF** LGTV, 1030 Air Force Pentagon, Washington, DC 20330-1030.

(2) Manage and operate their motor vehicles consistent with this Regulation and any supplemental guidance issued.

(3) Exercise management and technical supervision, and develop policy guidance, procedures, and technical instructions, as necessary, to ensure effective and efficient administration over the operation, maintenance, and use of motor vehicles.

(4) Establish and maintain adequate records for inventory requirements, authorization, distribution, operation, use, maintenance, and cost performance reporting.

(5) Include motor vehicle management in Component internal audit programs.

(6) Establish a central registry of U.S. Government, District of Columbia, and state and territory license plates issued for use on motor vehicles, in accordance with this Regulation.

(7) Forward two copies of all implementing documents to the DUSD (L).

1-3. Penalties for Misuse of DoD Motor Vehicles

The unauthorized or willful misuse of a DoD motor vehicle shall be cause for disciplinary actions as follows:

(a) Civilian Personnel. Any officer or employee of the Government who willfully uses or authorizes the use of any U.S. Government-owned or -leased passenger motor vehicle (except for official purposes as authorized by 31, USC section 1344 (b), reference (c)), or otherwise violates section 1344 shall be suspended from duty by the Head of the DoD Component concerned, without compensation, for not less than 1 month, and shall be suspended for a longer period or **summarily** removed from office if circumstances warrant (31 U.S.C. 1349(b), reference (d)).

(b) Military Personnel. Military personnel who willfully use or authorize the use of any U.S. Government-owned or -leased passenger motor vehicle (except for official purposes as authorized by section 1344 (reference (c)) or otherwise violate section 1344 can be disciplined under provisions of the Uniform Code of Military Justice (reference (e)), or other administrative procedures deemed appropriate.

1-4 Financial and Other Liability

(a) In accordance with DoD Directive 7200.11 (reference (f)) financial liability shall be assessed against members of the military (including **members** of the Reserve and National Guard) and DoD civilian employees when Government property (including a motor vehicle) is lost, damaged, or destroyed, as a result of their negligence, willful misconduct, or deliberate unauthorized use.

(b) Depending on the facts and circumstances, the criminal sanctions Of 18 U.S.C. 641, (reference (g)) may apply to the misuse of a Government motor vehicle. The statute provides for a fine of Up to \$10,000 and imprisonment for **up** to 10 years.